

“SUPER STAR” LETTER ASSIGNMENT

Create an original letterhead using a graphic. Choose a graphic that pertains to computers. Make it look professional. It will bear your name as student and the Daniel Hand School address.



DANIEL HAND HIGH SCHOOL
Your Name, Student
c/o Mrs. Drew, Computer Teacher
286 Green Hill Road
Madison, CT 06443

*Internet access is necessary for this assignment.

*****Choose a Super Star that you wish to communicate with. It could be your favorite athlete, actor/actress or entrepreneur.**

Internet

Using the Internet, search for your favorite “super star’s” mailing address. Be patient with your search, sometimes it takes a while to find the right address.

Letter

Write a letter to your “super star.” (Use correct personal business letter format, please. Your letter is to be at least three paragraphs in length. Explain that you are writing for a school project and if you receive a response you may get bonus points. Ask the person how they feel about computers and whether or not they use computers in their business/industry. Also, you may want to inquire about their use of the Internet for business correspondence.

Digital Photo

Have your partner take a Digital photograph of you. Insert the photo right next to your signature line.

Proofread

Proofread your letter carefully, and then turn in. If any corrections need to be made, I will return the letter to you. If the letter is perfect (hopefully they all are!) then you will prepare an envelope and I will mail your letter. Happy writing!!